

BRITESCHOOL - the British E-School

Student Registration Form

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APPLICATION FORM FOR 2013/2014 ENTRY

*Please return the form as an **email attachment**, **fax**, or **paper copies by post**.*

FAMILY NAME OF STUDENT

GIVEN NAME(S)

PREFERRED NAME / SCREEN NAME:

STUDENT'S EMAIL ADDRESS:

DATE OF BIRTH:

LOCATION(S):

If different from Postal Address, or if student lives in two or more locations during the academic year.

NAME(S) OF PARENT(S) / GUARDIAN(S):

(Please underline preferred contact, if applicable)

ADULT'S PRIMARY EMAIL:

ADULT'S ALTERNATE EMAIL:

(BT / AOL / other ISP email addresses frequently don't work for our forwarders!)

TELEPHONE 1:

TELEPHONE 2:

POSTAL ADDRESS:

Documents required in addition:

(If you do not have one of these, please contact us for other means of identification)

Copy of Student's Birth Certificate or Passport

/ sent / not yet received /

Copy of one Parent's/Guardian's ID (Driving Licence or Passport)

/ sent / not yet received /

Copy of Proof of Address (Recent Utility Bill / Residence Permit)

/ sent / not yet received /

Tick if sent at same time as this sheet; if not, please send a copy of this first sheet with additional documents.

*Please return the documents as **scanned** or **photographed** attachments to an email, **fax** them, or send **paper copies** by post.*

By sending us the form, the questionnaire, and identifying documents you are notifying us that you want to book a place at Briteschool. By paying us a deposit / OR an instalment / OR the full annual fee, as you prefer, your booking is then complete and you will then be a registered family at Briteschool.

If the Student has to leave, we usually require a minimum two weeks notice and we refund the balance of fees thereafter, including deductions for administration (not normally more than GBP 26.00 for administration).

ABOUT YOUR COMPUTER:

Do you use Windows/Macintosh/Linux or other system? Mac WinXP WinVista Win7/8 Other
Operating System, RAM, and CPU details would be appreciated here, to help with diagnostics if the need arises.

Is your internet connection **BROADBAND** (rather than DIAL-UP or "other")? Yes No, dial-up Other

Is your connection **hard-wired** (rather than wireless)? Yes No ... pretty reliable?

*Some students who have **wireless connections** have synchronisation problems, and also affect others' service - **HARD WIRED is best!** We reserve the right to suspend or terminate the service for students whose wireless connection interferes with others' stability. Sorry.*

Put your <http://www.speedtest.net> results here: Ping (ms) _____ Download (Mb/s) _____ Upload (Mb/s) _____

Does the student have a **headset** for class use? Yes No We'll get one this week!

If not, we recommend getting one, as this removes some sound distractions, and makes it much clearer when the student responds on a headset mic than on a pc's mic (which tends to pick up more "room" sounds). Headset not necessary for a Demonstration, but best for regular lessons.

Does any other user **share** the broadband at the time school will be in session? Yes No

Does the student use the computer to access MSN, Communicator, PalTalk, MySpace, Limewire or other Community-based chat-rooms, resource hogs, and areas that add spyware, adware and malware to the computer?

*We recommend limiting usage of such sites, and the use of a Firewall, Virus Scanner, anti-Adware and -spyware scanning softwar. Perhaps also setting up a **separate account** on the computer for School Use Only would help.*

Does the Student type comfortably and reasonably quickly on the keyboard? Yes No

We sometimes use **desktop sharing** to try to troubleshoot. We don't alter any of your computer's settings, but we might be able to suggest tweaks. If this is going to be a problem, please let us know: Problem No Problem

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Student Registration Form (continued) - General Information

Continue on extra sheets if you need to.

This part could be completed by the Student, but should be checked by the Parent / Guardian before submission.

NAME OF STUDENT:

ADULT SUPERVISION *Tell us about how much adult supervision there will be. Sometimes, students become inattentive (we would like to know if this may be the case, or if the student is simply the silent type). At other times there will be Science experiments or practical exercises - some of these should only be performed if there is an adult on hand to supervise should something go wrong. If the student may be unsupervised, these activities could be postponed until an adult is available.*

There is no "wrong" answer to this question, as it also depends on the age / maturity of the student !

Will an adult be present in the same building:

All of the time Most of the time Some of the time Infrequently

Will an adult check the computer room and student's attentiveness:

Watching like a hawk Most lessons Most weeks Infrequently

Primary – Intended Subjects:

Numeracy Literacy Other KS2 subjects (History/Geography/Science)

Additional subjects: French Spanish

Lower Secondary/IGCSE - Intended subjects:

Maths English Science Hist / Geog French Spanish

For IGCSE students: Biology Chemistry Physics Business Studies

A-level Maths (PureMaths/Statistics) *Any of these on a "trial basis" ?*

Extracurricular and Additional Subjects:

In the past we have offered Digital Photography, Computing (ECDL), Japanese, Web Design and Art. At present we offer Digital Photography, or the ECDL. Would you be interested in attending any of these classes, or Portuguese or ... your suggestions ?

Some students make private arrangements to take additional subjects, either as a group or individually. For example, a small group is doing IGCSE English Literature, and others have taken one-to-one lessons (mostly in Maths, but also in German, for example). Would you want to take additional subjects ? Are there any subjects that we don't yet offer that you might be interested in taking if there were enough students (English Literature and German at IGCSE level spring to mind) ?

EXAMS

Does the Student intend to sit any Exams THIS academic year? (2013/14) or NEXT academic year? (2014/15)

Please state the subject(s) and level and board (if known) (Common Entrance / IGCSE / Edexcel / AQA, etc).

Has the student been excluded from any other school, or have any convictions ? YES / NO

Please give details if "YES"

CONDITIONS AFFECTING SCHOOLING

Are there any health problems, learning difficulties, pre-existing conditions, or environmental situations that affect, or might affect, how the Student works?

For example, certain Science experiments may make certain conditions such as eczema or asthma worse; if the student routinely wears contact lenses, during certain Science experiments, the student would be advised to wear ordinary spectacles; we will test for colour-blindness, but if the student is known to be colour blind, please inform us here (materials may be modified to accommodate colour perception differences)

The section below is not "compulsory", but it would be nice to know the answers to these questions.

HOME EDUCATION AND SCHOOL

Has the student been home educated before now?

If YES for how long?

Has the Student ever attended school?

If YES for how long?

If the student has a brother or sister, have they been home educated? schooled? N/A - no siblings.

Please give details of the last three years of education.

Include schools addresses. You can give details of education prior to this if you think it is relevant.

STUDENT'S INTERESTS: GENERAL

What are the student's personal interests? *This could include computer games!*

OTHER ITEMS

Please add any other things here. Continue on extra sheets if you need to.

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FEES: Which fee plan would you prefer? (*Fees are pro-rata if the student takes fewer subjects*)

DEPOSIT: **ONE MONTH'S FEES PAYABLE IMMEDIATELY**

Termly payments **Monthly payments x 9 months** **Monthly payments x 10 mo.**

A-LEVEL FEES: GBP 630 PER SUBJECT PER TERM; GBP 215 PER SUBJECT PER MONTH X 9 MONTHS

IGCSE FEES: GBP 833* x 3 GBP 278* x 9 (Sept-Nov, Jan-June) GBP 250* x 10 (no payments July, Aug)

pre-IGCSE: GBP 775 x 3 GBP 259 x 9 (Sept-Nov, Jan-June) GBP 233 x 10 (no payments July, Aug)

Primary: GBP 333 x 3 GBP 111 x 9 GBP 100 x 10

Single Subject: GBP 160 x 3 GBP 55 x 9 GBP 50 x 10

Yearly payments A-LEVEL FEES: GBP 1 890 per subject per year IGCSE FEES: GBP 2 495* (first year IGCSE);
GBP 2 155 (second year IGCSE, approx. 2.5 terms). pre-IGCSE: GBP 2 325 Primary: GBP 999 Individual Subjects
(Secondary / IGCSE) GBP 480 per year. *IGCSE student taking six subjects; note: in the second year of IGCSE students leave and only pay for 2.5 terms
Additional French or Spanish GBP 420 per annum, add GBP 47 / month x 9 months or add GBP 42 / month x 10 months
Common Entrance Prep GBP 420 per annum (@2h/week x 30 weeks) add GBP 47 / mo. x 9 months or add GBP 42 / mo. x 10 months

ASK FOR A 10% DISCOUNT ON THE SMALLER FEE FOR YOUR SECOND CHILD !

How would you prefer to pay us? **Bank transfer** OR **Standing order** (OR **Cheque**)

Account details: **D J Knowles, A/C 18042092 S/C 08-92-86, smile.co.uk** part of the Coop Bank plc, Balloon Street, Manchester, M60 6DP
IBAN GB38 CBPK 089286 18042092 BIC/Swift CPBK GB22 OR REQUEST A EURO-DENOMINATED BANK ACCOUNT and fees in Euros

We promise we will not disclose any identities or passwords provided by Briteschool to any other person

We promise that the student will log into the classroom at least **five minutes** prior to the start of the scheduled session

I have read and ACCEPT the "Small Print" below. (*If they are too small, please use Zoom to view them larger !*)

TODAY'S DATE:

SIGNATURES OF PARENT(S) / GUARDIAN(S):

Thank you for completing this form :) **The Briteschool Admin Team.**

The Small Print

Briteschool cannot compel students to work, nor do we take responsibility for inactivity of students. We do monitor and report on student progress and you will be notified of any concerns **via your email address**, and / or via the school's "Interact" Community Area (CA, which is a Virtual Learning Environment).

BRITESCHOOL takes responsibility for all material in the BRITESCHOOL online community and on the BRITESCHOOL web site. We cannot, however, monitor students' activity on the rest of the World Wide Web. We take no responsibility for any unsuitable material that students may come into contact with while using the World Wide Web.

BRITESCHOOL make no assurances as to students' academic success, be it exam results or otherwise. BRITESCHOOL requires an active interest to be taken by parents/guardians in the education of their children. BRITESCHOOL is not a 'holistic' education system; we offer a complementary educational package, which should be integrated with input and support from other sources.

BRITESCHOOL undertakes to ensure that the servers we rent are working at all times. If the server should go offline, BRITESCHOOL's sole responsibility is to ensure that the hosts return the server to normal working order within a reasonable period of time. We do have alternative environments in place, and may use those in the interim. If BRITESCHOOL's core provision (lessons) are offline for more than three full days per academic year, we will EITHER provide additional days, OR provide a partial refund.

Age of Child All students must be 18 years of age or under on the 1 September. All applications must be accompanied by evidence of age.

Medical and other conditions The BRITESCHOOL administration should be informed via email of all medical conditions and special learning needs that might affect learning on BRITESCHOOL; at the very latest, on application, or as soon as identified thereafter. Thanks :-)

Exclusion, suspension or criminal conviction BRITESCHOOL must be informed by email or in writing if a prospective student has been excluded or suspended from a previous school or has any criminal convictions. The information will be treated as confidential and will only be provided to teachers if the Headteacher regards it as essential to do so. No student will be prejudiced against as a result of their past history. BRITESCHOOL reserves the right to refuse an application from a family or school, where, in the opinion of the Headteacher, a student's enrolment with BRITESCHOOL is likely to jeopardise the wellbeing or academic progress of existing students. The Headteacher's decision in such matters is final.

General * **Students should sign into lessons at least five minutes PRIOR to the scheduled start of class**, to allow the slides to load, and for synchronisation of all attendees' machines. Repeated failure to show this courtesy to the other students and the teacher delays the start of the lesson, and may result in suspension of services.

Signing the BRITESCHOOL enrolment form, emailing or sending electronically the enrolment form to us or providing BRITESCHOOL with your credit or debit card details, sending a signed cheque or setting up an agreement with your bank to make payments to BRITESCHOOL creates a binding contract between BRITESCHOOL and the signatory or payee, whereby the signatory or payee denotes his or her agreement with these terms and conditions.

Any **change of address**, telephone number or email address must be notified to the BRITESCHOOL office in writing as soon as possible.

All **complaints** regarding BRITESCHOOL MUST be submitted in writing - either via email or by letter.

Failure to pay by the due date described in the payment schedule **may** ultimately result in the suspension of access to the BRITESCHOOL facilities, but please contact us if payment difficulties are likely. **The Student's continued education is of paramount importance to us, and we can be (and have been !)** flexible.

* **IF YOU LEAVE BRITESCHOOL, ANY REFUNDS WILL BE PRO-RATA, LESS A GBP 26.00 FEE WHICH REPRESENTS A NON-RETURNABLE ENROLLMENT FEE.**

BRITESCHOOL is an online organisation. All notices regarding BRITESCHOOL policy, as well as important information to parents will be uploaded into the Information Centre in the Community Area (CA). Important news items will also usually be emailed to the email addresses provided, but **BRITESCHOOL cannot be held responsible for non-delivery of emails.** BRITESCHOOL cannot be held responsible for loss, damage or any other unfortunate circumstances that arise from parents missing information as a result of a failure to check the CA and / or emails.

* **No other person except the registered user may log into the classroom or the CA or any of the electronic systems of BRITESCHOOL using their own username and password.** This includes brothers, sisters and other close family members. **Disclosure of identities, classroom links, or passwords is GROUNDS FOR INSTANT DISMISSAL, with NO REFUNDS OFFERED.** This is because the BRITESCHOOL Learning Environment is secure, and breaches are only likely to come from within. **If a password is given out, then we may have to purchase a whole new classroom to prevent others entering again.**

Connectivity We can help with optimising your connectivity, but, ultimately, the connection is **your responsibility.** Hard-wired is best.

*** Wireless is frequently problematic. We reserve the right to suspend services due to a student's poor connectivity or timeliness to class, both of which can affect OTHERS' service from Briteschool.**

Suspension BRITESCHOOL reserves the right to suspend or terminate a student's/parent's Classroom and / or CA account(s) without prior notice. Further, BRITESCHOOL reserves the right to limit access to certain areas of BRITESCHOOL, at the discretion of the Headteacher. Written reasons for such suspension will follow within 72 hours of the suspension. Likely reasons for suspension are: persistent latecoming to class; divulging password or links to an unauthorised person;

* **repeated non-submission of homeworks without good reason ("we are not a Health Club !").** Let your teacher know if the occasional homework is to be missed :-)

BRITESCHOOL material/licensing All BRITESCHOOL material is licensed for use by the named student and not for any other person or organisation. In a purchasing school, this means that BRITESCHOOL material can only be used by the participating student. BRITESCHOOL material may not be copied or distributed or used for any purpose other than that for which it is intended. BRITESCHOOL materials are provided for the sole purpose of supporting parents and/or schools in educating students who hold an active account provided by BRITESCHOOL.

Definitions Wherever 'you' appears in this document, it refers to the subscriber or purchasing family or institution.

Wherever 'we' and 'our' and 'us' appears in this document, it refers to Briteschool.

Child Protection. All families who enrol with BRITESCHOOL must abide by our Child Protection Policy. A copy of this can be downloaded from the website on the page <http://www.briteschool.co.uk/legals.htm>, and is also held in the Library on the Briteschool CA, or may be requested from admin@briteschool.co.uk.

Data protection The information you provide to us, electronic, written and verbal may be held on our database, in accordance with the Data Protection Act. (1998) We are undergoing registration under the 1998 Data Protection Act. Should you leave Briteschool within 28 days of first joining, all your confidential data would normally be destroyed within 28 days of your departure. For students who attend longer, data may be held on backup media for longer periods. Passport, ID data, and home address information will normally be password-protected. Email addresses will be routinely-used for multiple communications, so will be available to all teachers, parents / guardians and students. If you do not wish this to be the case, please set up a **separate new email address** for Briteschool's use.

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